Financial Statement
2000-2001

Prairie West
Regional College

102-01354/

Letter of Transmittal

The Honourable Dr. Lynda M. Haverstock
Lieutenant Governor
Province of Saskatchewan

Your Honour:

I have the honour to submit for your consideration the Financial Statements of the Prairie West Regional College for the year ending June 30, 2001.

Respectfully submitted,

Pat Lorjé, Minister
Post-Secondary Education and Skills Training

PRAIRIE WEST REGIONAL COLLEGE

Auditor's Report

Financial Statements - June 30, 2001

Gilchrist & Co.
CERTIFIED MANAGEMENT ACCOUNTANTS

P. O. Box 1718 416 Main Street
Rosetown, Saskatchewan S0L 2V0

Tel: (306) 882-2227
Fax:(306) 882-2237
E-mail: gilchrist.co@sk.sympatico.ca

AUDITOR'S REPORT

To the Members of the Board
of the Prairie West Regional College

We have audited the statement of financial position of the Prairie West Regional College as at June 30, 2001 and the statements of operations, changes in fund balances and cash flows for the year then ended. The College is responsible for preparing these financial statements for Treasury Board's approval. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the College as at June 30, 2001 and the results of its operations and cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Rosetown, Saskatchewan
September 14, 2001

Gilchrist & Co.
Certified Management Accountant

PRAIRIE WEST REGIONAL COLLEGE
Statement of Financial Position
as at June 30, 2001

	2001			2000
	Operating	Capital	Total	Total
Assets:				
Current assets:				
Cash and temporary investments	$1,206,826	$ 130,120	$1,336,946	$1,261,281
Accounts receivable (note 3)	119,170	-	119,170	142,650
Prepaid expense	43,972	-	43,972	43,361
	1,369,968	130,120	1,500,088	1,447,292
Capital assets (note 4)	-	1,518,698	1,518,698	233,125
Capital assets in progress (note 5)	-	-	-	563,420
	$1,369,968	$1,648,818	$3,018,786	$2,243,837
Liabilities:				
Current liabilities:				
Accounts payable (note 6)	$ 202,310	$ 130,120	$ 332,430	$ 134,194
Accrued vacation payable	89,267	-	89,267	76,567
Deferred revenue (note 7)	457,993	-	457,993	1,154,042
	749,570	130,120	879,690	1,364,803
Fund balances:				
Invested in capital assets	-	1,518,698	1,518,698	251,419
Internally restricted as reserves (note 8)	205,000	-	205,000	205,000
Unrestricted	415,398	-	415,398	422,615
	620,398	1,518,698	2,139,096	879,034
	$1,369,968	$1,648,818	$3,018,786	$2,243,837

See accompanying notes.

Approved:

Chairperson

PRAIRIE WEST REGIONAL COLLEGE
Statement of Operations
For the year ended June 30, 2001

	Operating			Capital			Total		
	(Note 9) Budget	2001	2000	(Note 9) Budget	2001	2000	(Note 9) Budget	2001	2000
Revenues (Schedule 1)									
Saskatchewan Post-Secondary Education and Skills Training	$2,406,404	$2,192,981	$2,245,800	$1,411,527	$1,409,958	$ -	$3,817,931	$3,602,939	$2,245,800
Federal government	12,600	16,753	14,567	-	-	-	12,600	16,753	14,567
Other revenue	823,313	889,351	905,902	-	-	-	823,313	889,351	905,902
	3,242,317	3,099,085	3,166,269	1,411,527	1,409,958	-	4,653,844	4,509,043	3,166,269
Expenses (Schedule 2)									
Contractual & professional serv.	1,073,253	759,661	768,049	-	-	-	1,073,253	759,661	768,049
Rentals	247,399	236,366	240,395	-	-	-	247,399	236,366	240,395
Repairs and maintenance	10,565	3,338	12,520	-	-	-	10,565	3,338	12,520
Amortization	-	-	-	147,873	150,934	116,036	147,873	150,934	116,036
Operating expenses (Sch 3)	522,709	414,150	445,448	-	-	-	522,709	414,150	445,448
Personal services	1,614,262	1,632,193	1,543,512	-	-	-	1,614,262	1,632,193	1,543,512
(Gain) loss on disposal of capital assets	-	-	-	55,863	52,339	(1,912)	55,863	52,339	(1,912)
	3,468,188	3,045,708	3,009,924	203,736	203,273	114,124	3,671,924	3,248,981	3,124,048
Excess (deficiency) of revenue over expenses	$ (225,871)	$ 53,377	$ 156,345	$1,207,791	$1,206,685	$ (114,124)	$ 981,920	$1,260,062	$ 42,221

See accompanying notes.

PRAIRIE WEST REGIONAL COLLEGE
Statement of Changes in Fund Balances
For the year ended June 30, 2001

	Invested in Capital Assets	Internally Restricted As Reserves	Unrestricted	2001	2000
Fund balance at beginning of year	$ 251,419	$ 205,000	$ 422,615	$ 879,034	$ 836,813
Excess of revenue over expenses	1,206,685	-	53,377	1,260,062	42,221
Appropriated to reserves	-	-	-	-	-
Interfund transfers (note 13)	60,594	-	(60,594)	-	-
Fund balance at end of year	$1,518,698	$ 205,000	$ 415,398	$2,139,096	$ 879,034

See accompanying notes.

PRAIRIE WEST REGIONAL COLLEGE
Statement of Cash Flows
For the year ended June 30, 2001

	2001	2000
Cash from operating activities:		
Excess of revenue over expenses	$ 1,260,061	$ 42,221
Adjustments to reconcile revenue over expenses to cash provided by operating activities:		
Amortization	150,934	116,036
(Gain) loss on sale of capital assets	52,339	(1,912)
Net change in non-cash working capital (note 14)	(462,244)	546,345
	1,001,090	702,690
Investing activities:		
Purchase of capital assets	(120,272)	(80,663)
Construction of joint-use facility at Biggar	(861,514)	(545,126)
Development of Student Information System	(17,163)	(18,294)
Proceeds from disposal of capital assets	73,524	1,912
	(925,425)	(642,171)
Increase in cash and temporary investments during the year	75,665	60,519
Cash and temporary investments at beginning of the year	1,261,281	1,200,762
Cash and temporary investments at end of the year	$ 1,336,946	$ 1,261,281

See accompanying notes.

PRAIRIE WEST REGIONAL COLLEGE
Notes to the Financial Statements
For the year ended June 30, 2001

1. **Purpose and Authority**

The Prairie West Regional College offers educational services and programs under the authority of Section 14 of The Regional Colleges Act.

The Board of the Prairie West Regional College is responsible for administering and managing the educational affairs of the College in accordance with the intent of The Regional Colleges Act and its regulations.

2. **Significant Accounting Policies**

The financial statements have been prepared in accordance with Canadian generally accepted accounting principles and include the following significant policies:

a) Fund Accounting

The accounts of the College are maintained in accordance with the principles of fund accounting. For financial reporting purposes, accounts with similar characteristics have been combined into the following major funds:

i) **Operating Fund**
The operating fund consists of those revenues and expenses relating to the general operations of the College.

ii) **Capital Fund**
The capital fund reflects the equity of the College in capital assets after taking into consideration any associated long term debt. The capital fund consists of transfers and donations designated for capital purposes by the contributor, net of the annual amortization expense.

b) Revenue recognition

The College follows the restricted fund method of accounting for grants. Restricted transfers related to general operations are recognized as revenue of the operating fund in the year in which the related expenses are incurred. Transfers restricted for capital assets are recognized as revenue of the capital fund when received or receivable.

Unrestricted operating transfers are recognized as revenue of the operating fund when received or receivable. Tuition and fee revenue is recognized as the course instruction is delivered. Revenue from contractual services is recognized as the service is delivered.

c) Capital Assets

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair market value at the date of contribution. Amortization is charged on a straight-line basis over the estimated useful lives of the assets at the following rates and is reported as an expense in the capital fund:

Buildings	5%
Office furniture	10%
Office equipment	20%
Machinery	20%
Computer equipment	33%
Leasehold improvement	33%
System development	20%

3. Accounts Receivable

Accounts receivable consists of the following:

	2001	2000
Saskatchewan Post Secondary Education and Skills Training	$ 34,739	$ 11,855
Province of Saskatchewan - other	650	4,163
Regional Colleges	19,099	32,729
S.I.A.S.T.	1,911	2,491
Federal government	15,877	41,495
Other	46,894	49,917
	$ 119,170	$ 142,650

4. Capital Assets

Capital assets consist of the following:

	2001			2000
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Land	$ -	$ -	$ -	$ 33,000
Buildings	1,406,641	70,332	1,336,309	92,863
Leasehold improvements	8,091	5,394	2,697	5,395
Furniture	109,713	23,579	86,134	37,811
Office equipment	36,976	21,570	15,406	4,418
Machinery	157,812	157,812	-	-
Computer equipment	285,798	236,012	49,786	59,638
Student information system	35,457	7,091	28,366	-
	$2,040,488	$ 521,790	$1,518,698	$ 233,125

5. Capital Assets in Progress

Capital assets in progress consist of the following:

	2001	2000
Construction in progress for a joint-use facility at Biggar. Construction began in 1999 and was completed in August, 2000.	$ -	$ 545,126
Prairie West Regional College along with Saskatchewan Post-Secondary Education and Skills Training and other Regional Colleges began to develop a province wide automated student information system. The system is expected to be implemented in the 2001-2002 fiscal year.	-	18,294
	$ -	$ 563,420

6. Accounts Payable

Accounts payable consists of the following:

	2001		2000
	Operating	Capital	
Saskatchewan Post-Secondary Education and SkillsTraining	$ -	$ 130,120	$ 1,205
Province of Saskatchewan - other	13,194	-	6,433
Regional Colleges	31,064	-	783
S.I.A.S.T.	7,706	-	1,632
Federal government	35,599	-	-
Other	114,747	-	124,141
	$ 202,310	$ 130,120	$ 134,194

7. Deferred Revenue

Deferred revenue consists of transfers received to carry out specific activities in excess of the expenses incurred on those activities at the end of the fiscal year as follows:

	2001	2000
Saskatchewan Post-Secondary Education and Skills Training - program related	$ 455,437	$ 409,714
Saskatchewan Post-Secondary Education and Skills Training - joint-use capital project at Biggar	-	743,743
Other	2,556	585
	$ 457,993	$ 1,154,042

8. Restrictions on Fund Balances

The Board of Directors of Prairie West Regional College has placed internal restrictions on $205,000 (2000- $205,000) of unrestricted fund balances to be used for unspecified unforeseen events. These internally restricted amounts are not available for other purposes without approval of the Board of Directors.

9. Budget Amounts

The budget was prepared by Regional College management with Board approval given on May 24, 2000. Ministerial approval was received December 18, 2000.

10. Related Party Transactions

Included in these financial statements are revenue and expense amounts resulting from routine transactions with related parties. These transactions are conducted at prevailing market prices with various Saskatchewan Crown-controlled departments, agencies and corporations with which the College is related by virtue of its economic interest with the Government of Saskatchewan.

The College brokered the following course sessions during the year:

	2001	2000
S.I.A.S.T.	$ 366,359	$ 293,766

Payments to other related parties include:

	2001	2000
Saskatchewan Municipal Employees' Pension	$ 53,149	$ 44,865
SaskTel expenses	62,247	59,189
SaskPower expenses	13,232	17,219
SaskEnergy expenses	12,154	11,267
	$ 140,782	$ 132,540

Account balances from these transactions are included in the balance sheet and are settled on normal trade terms. Other transactions with related parties are disclosed elsewhere in these financial statements.

The College receives long distance telephone service between major centres from SaskTel, a related party, at reduced rates available to government agencies.

11. Financial Instruments

The carrying amount of cash and temporary investments, accounts receivable, accounts payable and accrued salaries and vacation payable approximates fair market value due to the short term maturity of these instruments. There are no significant terms or conditions related to these financial instruments that they affect the amount, timing, or certainty of future cash flows.

12. Pensions

Employees of the College participate in one of two pension plans. Teachers and other employees holding a teaching certificate participate in a defined benefit plan, the Teachers' Superannuation Plan (TSP) which is administered by the Teachers' Superannuation Commission. The College has no financial obligation to TSP. Eligible employees contribute to TSP for their current service. No matching contribution is made by the College. The General Revenue Fund is responsible for the financial obligations of the TSP. All other employees participate through Municipal Employee's Pension Plan (MEPP) which is also a multi-employer defined benefit plan. The last actuarial valuation of the MEPP indicated there was a surplus in the plan. The College's financial obligation of the MEPP is limited to making required payments to match amounts contributed by employees for current services. Pension expense for the year amounted to $53,149 (2000-$44,865).

13. Interfund Transfers

In 2001, the Board transferred $60,594 from the Operating Fund to the Capital Fund to offset withdrawals for capital expenditures.

14. Net Change in Non-Cash Working Capital

	2001	2000
(Increase) decrease in accounts receivable	$ 23,480	$ 8,292
(Increase) decrease in prepaid expenses	(611)	(25,924)
Increase (decrease) in accounts payable	198,236	79,520
Increase (decrease) in accrued vacation payable	12,700	15,152
Increase (decrease) in deferred revenue	(696,049)	469,305
	$ (462,244)	$ 546,345

PRAIRIE WEST REGIONAL COLLEGE
Schedule of Operating Fund Revenues by Function
For the year ended June 30, 2001

Schedule 1

	Administration	Programming				Support Services		Total		
	General Revenue	Non-Credit	Adult Basic Education	Vocational Technical	University Credit	Career Services	Student Services	2001	(Note 9) Budget	2000
Post-Secondary Education and Skills Training:										
Admin recovery	$ 44,000	$ -	$ -	$ 50,000	$ -	$ 11,968	$ -	$ 105,968	$ 104,000	$ 104,000
Base grant	903,469	-	13,500	-	70,878	63,795	-	1,051,662	1,011,257	1,053,504
Outreach fund	-	-	-	-	-	-	-	-	-	-
Program payments	-	94	220,592	661,755	-	-	-	882,441	1,089,647	967,721
Regional Services Branch payments	20,000	5,701	48,785	-	-	65,000	-	139,486	184,000	112,400
Other	13,424	-	-	-	-	-	-	13,424	17,500	8,175
	980,913	5,795	282,877	711,755	70,878	140,763	-	2,192,981	2,406,404	2,245,800
Federal Government:										
Admin recovery	-	-	-	-	-	-	-	-	-	-
Seat purchases	-	-	-	-	-	-	-	-	-	2,511
Projects	-	-	-	-	-	-	-	-	-	-
Other	-	3,313	13,440	-	-	-	-	16,753	12,600	12,056
	-	3,313	13,440	-	-	-	-	16,753	12,600	14,567
Other:										
Admin recovery	-	-	-	-	-	-	-	-	-	-
Contracts	88,000	38,469	86,347	5,588	-	-	-	216,404	198,956	217,144
Interest	82,120	-	-	-	-	-	-	82,120	25,000	72,506
Rents	713	225	-	3,275	-	118	-	4,331	6,225	5,320
Resale items	262	24,438	1,419	35,990	4,055	-	-	66,164	66,450	83,933
Tuitions	-	175,048	-	323,517	215	-	-	498,780	501,682	517,151
Other	15,377	10	600	-	-	5,565	-	21,552	5,000	9,848
	184,472	238,190	88,366	368,370	4,270	5,683	-	889,351	823,313	905,902
Total revenue	1,165,385	247,298	384,683	1,080,125	75,148	146,446	-	3,099,085	3,242,317	3,166,269
Total expenses (Schedule 2)	1,731,761	171,001	249,286	721,662	33,459	138,536	-	3,045,708	3,468,188	3,009,924
Excess (deficiency) of revenue over expenses	$ (566,376)	$ 76,297	$ 135,394	$ 358,463	$ 41,689	$ 7,910	$ -	$ 53,377	$ (225,871)	$ 156,345

See accompanying notes.

PRAIRIE WEST REGIONAL COLLEGE
Schedule of Operating Fund Expenses by Function
For the year ended June 30, 2001

Schedule 2

	General Administration			Programing				Support Services		Total		
	Board	Administrative	Organizational	Non Credit	Adult Basic Education	Vocational Technical	University Credit	Career Service	Student Services	2001	(Note 9) Budget	2000
Contractual and professional services	$ -	$ 31,748	$ 12,872	$ 115,144	$ 53,806	$ 510,531	$ 26,899	$ 8,661	$ -	$ 759,661	$ 1,073,253	$ 768,049
Rentals	-	20,295	113,871	14,211	26,621	54,938	950	1,480	-	236,366	247,399	240,395
Repairs and maintenance	-	495	1,360	191	-	774	-	518	-	3,338	10,565	12,520
Operating (Schedule 3)	8,366	110,640	121,752	41,139	26,050	85,449	5,610	15,144	-	414,150	522,709	445,448
Personal services	17,328	431,460	861,554	316	142,812	65,970	-	112,733	-	1,632,193	1,614,262	1,543,512
	$ 25,694	$ 594,658	$ 1,111,409	$ 171,001	$ 249,289	$ 721,662	$ 33,459	$ 138,536	$ -	$ 3,045,708	$ 3,466,188	$ 3,009,924

See accompanying notes.

PRAIRIE WEST REGIONAL COLLEGE
Schedule of Operating Expenses
For the year ended June 30, 2001

Schedule 3

	2001	2000
Operating expenses:		
Advertising	$ 28,254	$ 26,426
Association fees and dues	7,050	6,972
Bad debts	2,052	693
Bank charges and interest	1,552	1,376
Computer software	12,280	6,745
Non-capital equipment purchases	17,664	26,491
Conference and training fees	16,174	23,704
Insurance	9,506	9,231
Materials and supplies	65,542	71,543
Postage, freight and courier	23,337	27,269
Printing and duplicating	22,350	20,206
Resale items	72,449	80,073
Subscriptions	1,368	1,589
Telephone and fax	48,574	59,883
Travel	46,287	46,447
Utilities	30,267	29,009
Other	9,444	7,791
Total	$ 414,150	$ 445,448

Prairie West Regional College
Supplier Payments Listing
for the year ended June 30, 2001
"Unaudited"

This listing details the present payments made by the College in its 2000-2001 fiscal year. Specifically it details the following:

A listing of payees who received $20,000 or more for the provision of goods and services including office supplies, advertising and equipment

Graham Construction	$	886,349
SIAST - Woodland Campus	$	167,318
SIAST - Palliser	$	125,188
SIAST - Kelsey Campus	$	86,606
SaskTel	$	68,636
Saskatchewan Property Management	$	45,744
Career and Employment Services	$	44,474
University of Saskatchewan	$	43,529
Eagle Lake Farms	$	42,739
Wayne Bright Computer Support	$	36,074
Business Furnishings	$	32,906
SIAST - Wascana Campus	$	31,669
Grand & Toy	$	31,624
Northwest Regional College	$	30,400
Cypress Hills Regional College	$	29,588
Marion Press	$	27,312
MGJ Holdings	$	25,630
Rosetown Civic Centre	$	25,472
Trades West	$	24,087
Harry's Oilfield Maintenance	$	21,369
Kin-Kerr Safety	$	20,175
Receiver General	$	88,159
The Cooperators	$	64,302
Municipal Employees' Pension Plan	$	53,939
Other	$	3,332
Total	**$**	**2,058,621**

Prairie West Regional College
Personal Services Listing
for the year ended June 30, 2001
"Unaudited"

Listed are individuals who received payments for salaries, wages, honorariums, etc. which total $2500 or more.

Anton, Darlene	39,467
Aylward, Pat	35,232
Ballek, Ruth	33,662
Bodnarchuk, M.J.	41,837
Box, Jay	65,775
Busby, Cheryl	49,958
Chomeyko, Lisa	36,913
Dawson, Barbara	45,601
Deyenberg, Carol	28,309
Doucette, Teresa	51,217
Dubreuil, Doreen	54,700
Ebenal, Elaine	54,700
Elviss, Sandra	34,601
Foster, Cecelia	6,585
Frerichs, Joyce	54,700
Friesen, Korelye	12,502
Helberg, Keri	16,447
Kelln, Cindy	32,660
Kennon, Rhonda	38,966
Klotz, Sylvia	36,717
Koenders, Diane	34,318
Kohlman, Bonnie	49,244
Kopp, Sharon	26,762
Kreller, Monica	54,700
Legare, Michelle	38,416
Long, Roberta	3,702
Martin, Erin	36,911
McCorriston, Will	31,743
McIntyre, Leigh	19,222
McKnight Roberta	23,741
Olafson, Darlla	6,077
Penner, Ira	8,866
Probert, Bruce	60,045
Prouse, Sheryl	12,772
Pura, Conrad	3,435
Pyke, Brian	38,502
Riesner, Diane	37,447
Robinson, Colleen	14,362
Silvernagle, Sandi	40,104
Soleski, Deanna	39,143
Uzelman, Daryl	19,734
Ward, Art	6,295
Weinkauf, Wendy	26,647
Wiebe, Brigitte	8,237
Wiebe, Leona	2,691
Wylie, Jackie	12,236
Young, Elaine	4,148
Total	**1,448,667**